

LYNDON CITY COUNCIL  
REGULAR MEETING MINUTES OF  
March 19, 2018

The Lyndon City Council met in regular session on Monday, March 19, 2018, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Morrison called the meeting to order.

- a) ROLL CALL: City Clerk called roll of the City Council. Mayor Morrison and members Bill Patterson, Katie Shepard (7:08), Darrel Finch, Darin Schmitt and Kyle Recob present.

City Staff present: Julie Stutzman, City Clerk; David Wilson, Maintenance Supervisor; and Darrel Manning, Chief of Police.

Others Present: John Welch, CPA; Tammy Schlingmann, Herald Chronicle; George Stutzman, Ranae Stutzman, Linda and Jeremy Volkman, Ethan Eddington, LHS Student; Luke Eddington, and Sharon Overbaugh, Crown Realty.

2. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

- a) Patterson made the motion to approve the regular meeting minutes of March 5, 2018 as amended. Recob seconded, motion carried.

3. CONSENT AGENDA:

- a) Approval of Bills: Finch made the motion to approve the bills as set forth. Schmitt seconded, motion carried.

4. PUBLIC COMMENTS: Sharon Overbaugh with Crown Realty spoke with Council regarding the possibility of obtaining city utilities on a property that is currently not within city limits located on the south side of West Sixth Street. She stated she had spoken to the City Clerk and Maintenance Supervisor who stated in order to receive city utilities there would need to be a consent to annex the property. Ms. Overbaugh asked the Council if all 19 acres of the property would need to be annexed or just the portion that would be the location of the single-family dwelling. She also asked if it would be possible to get sewer to the property or if the city would allow a septic system to be installed. Ms. Overbaugh asked what the cost of installing the water would be and the City Clerk stated starting fee is a non-refundable \$400 deposit that needs to be submitted with the application for utilities. The Maintenance Supervisor stated the deposit usually does not cover the entire cost to install water and may cost a little over \$500.

The Mayor stated the upfront costs to install city utilities is sometimes hard to identify as there may be some engineering that needs to be done if there needs to be a lift station. He stated the cost of tying into city utilities is the responsibility of the developer of the property and are connected to the closest city mains for both water and sewer.

In regards to annexing a portion of the property, it would need to be separated into two separate parcels otherwise the entire property parcel would be annexed.

Ms. Overbaugh asked if the City would require a connection to the sewer system if the property was annexed or could the property owner still install a septic system. She stated they have plenty of acreage per county rules. The Mayor stated the property is in the county and because of the acreage they could put in a septic system. He stated if they are annexed, the City does not have any regulations as far as septic systems due to typically not having many of those types of systems. The Mayor stated the regulations through the County and KDHE would need to be followed in regards to having a septic system in town and having the three-acre parcel. He stated it is possible, however, that as a Council and as a City, would prefer to have the property on the city sewer system. Patterson stated they would need to speak to Planning and Zoning who can answer some more of those questions. The City Clerk stated the Zoning Administrator is Danny Decker and they meet the first Wednesday of every month at 6:30 in the basement at City Hall.

Ms. Overbaugh asked about the connection to the water utility and if that is a City cost. The Mayor stated the cost would be the responsibility of the property owner from the main back to the property. There is a water main located on the north side of Sixth Street. The Mayor stated they need to prepare themselves for the expense of connecting from the main to the dwelling. Ms. Overbaugh asked if she needed to meet with the Planning Commission and the City Clerk stated they need to have some kind of plan or idea of where the proposed building site will so that they can discuss options. They also discussed if the property is annexed it also needs to be rezoned.

Mrs. Volkman asked Council if they followed the processes in place, if connections for water and sewer utilities are possible for the proposed property, the Mayor answered yes. Ms. Overbaugh asked if the City would provide a letter stating with certain rules and regulations that city utilities would be available. The Mayor stated that due to the language in the ordinance, a letter would not be warranted.

5. CORRESPONDENCE TO COUNCIL:

- March 2018 Edition of the Kansas Governmental Journal.
- Information from the League of Kansas Municipalities about the 2018 Governing Body Institute in Topeka on April 20 and 21, 2018.

6. UNFINISHED BUSINESS:

- a) LHS SCHOOL COMMUNITY SERVICE PROJECT: Patterson stated that LHS student Taylor Rogers attended the previous meeting and discussed proposed community services projects a group of students would like to do in the city. LHS student Ethan Eddington has returned to see what projects the Council has decided to proceed with from the ones they proposed. Mr. Eddington stated there will be approximately 70 students involved in the project. After a lengthy discussion, Finch made the motion to approve funding for the community service project not to exceed \$1000.00. Shepard seconded, motion carried with Patterson abstaining. The funds will be used for painting the bleachers at Jones Park and painting the brick building and restrooms at City Park. The Maintenance Supervisor stated they have already power washed the buildings at City Park to help with preparation.

- b) 2017 FINANCIAL AUDIT: John Welch, CPA provided Council a copy of the Financial Statement Year Ending December 2017; which also included the single audit for the sewer project. Mr. Welch reviewed the audit in its entirety with Council and asked if there were any questions or concerns, and there were not. It was noted that there were no budget authority violations or internal control issues found in the audit process for 2017. Finch made the motion to accept the 2017 audit report as amended. Recob seconded, motion carried. The auditor will submit the corrected audit to Municipal Services on behalf of the City.

7. NEW BUSINESS:

- a) DOWNTOWN FLOWERS: The City Clerk stated she has spoken with EB Sprouts in regards to the flowers for downtown. It was noted by the City Clerk that last year there were 12 flower pots located between 8<sup>th</sup> and 6<sup>th</sup> Street. She stated last year the cost was approximately \$1400 due to having to replace some of the flower pots due to damage. She stated that all 12 are in good condition, so to have those put back out this year would be approximately \$1200. She stated the businesses help maintain them. After a brief discussion, Patterson made the motion to increase to 14 flower pots for downtown. Recob seconded, motion carried. The City Clerk stated they are usually delivered before graduation and removed after Fall Fest.

8. STAFF REPORTS:

- a) POLICE: Council received a copy of the Officer Activity report.
- b) PLANNING AND ZONING: No meeting due to lack of quorum. The City Clerk stated over the last week or so the City has received several building permits and questions. The board will meet on Wednesday, April 4.

- c) PUBLIC WORKS: Council received a copy of the Maintenance Activity report.

Patterson asked if the pre-construction meeting went well and the Maintenance Supervisor stated it went well and had good discussions with the contractors.

- d) CITY CLERK: The City Clerk provided the Council with a copy of the Clerk's report.

Citywide Garage Sales will be June 16.

Citywide Cleanup is scheduled for Saturday, June 24 from 8 a.m. to 4 p.m. Dumpsters will be located at 3<sup>rd</sup> and Washington at the equipment shop.

Annual Easter Egg Hunt is Saturday, March 24, at 10:00 a.m., Jones Park football field.

The City Clerk reminded the Council that some employees would be gone to the KRWA Conference Tuesday, Wednesday and Thursday of next week.

Monthly project meetings for the sewer project will be held on the second Tuesday of every month and the Council will receive minutes of those meetings in the second meeting packets.

9. COUNCIL/MAYOR COMMENTS AND REPORTS:

Patterson thanked the Council for the approval of the community projects and providing the funding.

Mayor Morrison thanked Maintenance for their hard work preparing city facilities for spring.

10. EXECUTIVE SESSION: Schmitt made the motion to recess for executive session for 10 minutes for non-elected personnel. Shepard seconded, motion carried. Council reconvened extending the seasonal employee application deadline until April 2, 2018.

11. ADJOURNMENT: Schmitt made the motion to adjourn to Monday, April 2, 2018 at 7:00 p.m. for regular meeting. Recob seconded, motion carried.



Julie Stutzman, City Clerk